

Special Education Advisory Panel Meeting Minutes

Office of Public Instruction

1300 11th Avenue Conference Room, Helena

November 1-2, 2007

Members in Attendance: Ron Fuller, Barb Rolf, Sharon Lindstrom, Ken Miller, Carroll DeCouteau, Terry Galle, Terry Teichrow, Jackie Emerson, Susan Gunn, Denise Herman, Dave Mahon (Friday)

Excused Members: Dave Mahon (Thursday), Coral Beck, Wanda Grinde, Amy McCord, Samantha Hendrichs

Non-Members in Attendance: Tim Harris, Bob Runkel, Susan Bailey-Anderson, Dick Trerise, John Copenhaver, Kathleen Magone, Doug Doty, Dan McCarthy, Anne Rainey, Marlene Wallis

Thursday, November 1, 2007

Chairperson Barb Rolf called the meeting to order at 8:30 a.m. The Panel members and guests introduced themselves. Chairperson Rolf requested that the Panel members review the Proposed Agenda. Following review of the Proposed Agenda, Terry Teichrow moved to accept the Proposed Agenda, Susan Gunn seconded the motion and the motion passed. The June 12-13, 2007, meeting minutes were reviewed and Terry Teichrow moved to accept the minutes and Susan Gunn seconded the motion. The motion passed and the minutes were approved as written.

Panel Orientation

Dick Trerise introduced John Copenhaver to the members of the Panel. John is the Director of the Mountain Plains Regional Resource Center in Logan, Utah.

John Copenhaver explained the requirements of the Panel to the members. He explained that a majority of the members must be individuals with disabilities or parents of children with disabilities. The state superintendent appoints the Panel members. Panel members represent a stakeholder group and should express the views of that group. The Panel's role is to advise not advocate regarding priority issues. Functions of the Panel that are outlined in the IDEA regulations include: advise the SEA of unmet needs within the state in the education of children with disabilities; comment publicly on any rules or regulations proposed by the state regarding the education of children with disabilities; advise the SEA on developing evaluations and reporting on data to the Secretary under Section 618 of the Act; advise the SEA in developing improvement plans to address findings identified in federal monitoring reports under Part B of the Act; advise the SEA in developing and implementing policies relating to the coordination of services for children with disabilities; and advise on eligible students with disabilities in adult prisons. John said that the bylaws should be reviewed annually.

John advised the Panel that the orientation includes IDEA, IDEA Part B, Part C, Level of Determination, No Child Left Behind, State Performance Plan and the Annual Performance Report.

The resources that are available to the Panel include: State and Federal Special Education Regulations, State Improvement Plan, State Improvement Grant, Annual Reports to the Board of

Public Education, DPH/Mediation/Complaint Trends, State Monitoring Data, Due Process Information and State Monitoring Information.

It was noted that the Panel serves without compensation, attends reasonable and necessary meetings and may request interpreters. The Panel needs to provide input for Advisory Panel agenda items. The meetings are open for public comment with ground rules and official minutes are taken.

It was suggested that the areas represented by the Panel members be put on the table tents with their names.

Levels of Determination

Bob Runkel gave a general overview of the factors the OPI uses in determining whether a district meets the requirements and the purposes of IDEA consistent with Section 616(a)(1)(C)(i) and 34 CFR 300.600 of IDEA and its implementing regulations.

For the 2005-2006 school year, determinations were made based on State Performance Plan Indicators 12, 15 and 20 and audit findings consistent with the requirements stated by OSEP.

The levels of determination are: Meets Requirements; Needs Assistance; and Needs Intervention. The Panel received a draft copy of the Levels of Determination Criteria for School Year 2005-2006.

Following discussion of the draft copy, Chairperson Barb Rolf entertained the motion that the Panel approve of and support the criteria for levels of determination as proposed by the OPI, consistent with the recommendation of the Panel in its June 2007 meeting. Ron Fuller moved to approve of and support the *Levels of Determination Criteria: School Year 2005-2006* that the OPI will use in determining whether a district meets the requirements and the purposes of IDEA. Ken Miller seconded the motion and the motion passed.

Letters will go out to the schools under Tim Harris' signature regarding the Levels of Determination.

Professional Development Unit Activities

Susan Bailey-Anderson reported on the Professional Development Unit. She discussed the CSPD Council and State CSPD Council; the OT/PT Task Force and the Guidelines Revision; Higher Education Consortium where focus is on RtI, Reading and Highly Qualified Teacher; Paraprofessional Consortium—Traveling Roadshow, Academies and Web site; DIBELS Trainers—there are two per CSPD region; and the NASDSE Satellite Conferences. The Paraprofessional Web site is www.opi.mt.gov/CSPD/Para.html and the Professional Development Web site is <http://data.opi.mt.gov/profdev>.

Susan also discussed the Montana Behavioral Initiative (MBI) and exemplar schools, the Summer Institute (scheduled for June 16-20, 2008, MSU Bozeman); and informed the Panel that there are 22 new MBI Teams.

Susan reported on the MBI Youth Days, which she felt were amazing events. The Youth Days were held in Kalispell, Missoula, Billings and Great Falls.

Susan informed the Panel that the General Supervision Enhancement Grant (GSEG) is now finished. Out of this grant came the *Blueprint for Professional Development*; *Professional Development Web Site "One stop shop"*; and *Research-based strategies to improve student learning outcomes*.

Nikki Sandve informed the Panel members of the upcoming sessions for secondary transition. Secondary Transition Training will be held January 15 in Kalispell and Missoula; January 29 in Butte and Great Falls; and February 12 in Miles City, Billings and Glasgow. The Mentor Institute will be held August 12-14, 2008, in Billings.

The Reading Institute will be held at Carroll College, August 4-7, 2008, in Helena.

For information on the Western Montana Partnership for Educational Resources WMPER, contact Nancy Marks @mcp.k12.mt.us. For the Montana North Central Educational Services contact Chris Olszewski (chris@gtccmt.org).

Tara Ferriter-Smith gave an overview of the Response to Intervention (RtI).

Friday, November 2, 2007

Chairperson Barb Rolf called the meeting to order at 8:30 a.m.

OPI Report

Early Assistance Program

Tim Harris introduced Kathleen Magone, Chief Legal Counsel and Compliance Officer. She presented a written report required annually for Special Education complaints and due process hearing requests. This report covered July 1, 2006, through June 30, 2007. Kathleen asked the Panel members to read the report at their convenience.

Staffing

Tim Harris informed the Panel that staffing for the Special Education Division is not complete. The Part B Manager position has not been filled, the Data Research position has not been filled and the Administrative Assistant position has not been filled. Interviews will occur soon for the positions.

AIM and E-Grants

Dave Nagel gave an update on the AIM and E-Grant programs. The AIM is a student information system that is in the implementation stage. The AIM was authorized by the 59th Legislature. The AIM will track a wide variety of student information such as enrollment and demographic information for all students, scores on statewide assessment, student dropout information, as well as information needed for serving students with disabilities. The OPI is in the second year of collecting data.

The Special Education (IDEA) E-grants applications have been submitted by districts and are in the process of being approved by Marilyn Pearson.

School Improvement/Monitoring Overview

The Division of Special Education monitors described the Compliance Monitoring process as outlined in the *Montana Special Education Compliance Monitoring Process* guide that was distributed to the Panel members. Doug Doty noted that the accountability to the federal government has increased as has the accuracy of the data. The monitors noted that the Division of Special Education has incorporated the new laws into the forms used by Special Education.

Panel Elections

At the June 12-13, 2007, Panel meeting, the position of Vice-Chairman was tabled until the first meeting of 2007-2008. Dave Mahon nominated Terry Galle for the position of Vice-Chairperson, Terry Teichrow seconded the motion, and a unanimous vote elected Terry Galle as the Vice-Chairman.

Sharon Hobbs was elected Secretary for 2007-2008 at the June 12-13, 2006, Panel meeting. Since that time, Sharon Hobbs has resigned from the Panel, leaving the Secretary position vacant. Dave Mahon volunteered for the Secretary position. Terry Teichrow nominated Dave Mahon for the Secretary position, Ken Miller seconded the motion and a unanimous vote elected Dave Mahon as Secretary for 2007-2008.

Public Comment

There were no public comments.

Agenda Items for Next Meeting

SPP/APR
AIM Update
OPI Report
Bylaws

Future Meeting Dates

January 17-18, 2008
April 24-25, 2008 (Joint with CSPD)
June 12-13, 2008

Panel Representatives for CSPD

Denise Herman
Ken Miller
Terry Teichrow (Back-up)

Adjourn

Ken Miller moved that the meeting be adjourned, Sharon Lindstrom seconded the motion and the motion passed. The meeting adjourned at noon.